Fountain Park Architectural Review Process

1. Homeowner submits a *complete* Request for Architectural/Landscape Modification form to the Fountain Park Management company, Sienna Community Management. Submittal should be at least two weeks before the ensuing Board meeting and is to include the Request and complete Project description documents.

2. Architectural Control Committee (ACC) meets at least a week before next scheduled Board meeting when Requests are received.

3. The ACC will communicate with the Homeowner regarding any questions or issues concerning the proposed Project.

4. The ACC submits the Request at the Board meeting recommending/not recommending. The Board discusses the Project and makes a decision <u>after</u> all questions are answered. The Homeowner will be provided with a decision letter from the Management Company.

5. In the event the Board fails to approve or disapprove the design and location within forty-five (45) days after the plans and specifications have been submitted to it, the request is deemed not approved.

6. If the Project is to change out windows and sliding doors that are the same style and color (dark bronze), it is not necessary to submit a Request.

7. Planting trees does not require a Request.

8. **If the project is not completed within one year of the date of Board approval, the Request must be resubmitted.**

NOTE: This form must be downloaded to your computer and opened with Adobe Acrobat or Reader to work correctly. It is a fillable form that can be directly submitted via email to the Property Manager.

The ACC strongly recommends that each homeowner making a request keep a copy of the complete package as part of personal records.

Authorizing document, see Fountain Park CCRs, ARTICLE III: ARCHITECTURAL CONTROL

FOUNTAIN PARK HOMEOWNERS ASSOCIATION
REQUEST FOR ARCHITECTURAL/LANDSCAPE MODIFICATION

NOTE: Homeowner is responsible for compliance with all Fountain Park documents; AZ Law, and building codes. Permits are the sole responsibility of the Homeowner.

Owner/Renter Name (print) _____

Lot # _____ Street Address _____

Mailing Address, if different from above _____

Telephone Cell (___) _____ Land Line (___) _____

Email address _____

Homeowner signature _____ Date _____

Date Received by Management Company _____

ACC Review: Recommended _____   Not Recommended _____

Necessary _____ Suggested _____ Modifications to Application

_____

_____

Board Action Approved _____ Denied _____

_____

Approved subject to the following conditions being met _____

_____

_____

Rejected with the following comments _____

_____

PROPOSED PROJECT

_____
_____
_____
_____
_____
_____
_____
_____
_____

FOUNTAIN PARK HOMEOWNERS ASSOCIATION
REQUEST FOR ARCHITECTURAL/LANDSCAPE MODIFICATION

A.   Dimensions of the proposed Project (e.g. height, width, square feet):

_____

B. Materials to be used:_____

C. Project Time Estimate: Start Date _____ Finish Date: _____

D. **REQUIRED**: Attach a plan, picture, sketch of the Project, including elevation
        if pertinent. *For exterior painting, submit a photo of the Dunn Edwards paint
    scheme rendering OR download a copy of your house model from the Useful Info tab of the
    Fountain Park website, then write in the color information on that image and include with
    your application.*

E. Paint, if applicable. **Please refer to Fountain Park Rules & Regulations, Appendix A, Color
    Palettes, which can be found on the Fountain Park Website.**
    NOTE: all paint must be Velvet Sheen according to Dunn-Edwards Gloss Level Guide.

Wooden Fence	High Noon (Dunn-Edwards #DEC743)
Perimeter wall	Whole Wheat with Cream Wave Color Cap
Walls between houses facing the street	Whole Wheat with Cream Wave Color Cap
	☐ Same color as the body of the house, with corresponding trim: enter those colors here: _____
All metal, such as security windows, security doors, and gates, must be painted either the house body or trim color or black or dark bronze. **ITEM BEING PAINTED:** _____	☐ Same as house body color ☐ Same as house trim color ☐ Black ☐ Dark Bronze
Exterior House/Trim: **Select one body color and one trim color (corresponding trim color shown <u>below</u> each body color) from the color chart, Rules & Regulations, Appendix A, Color Palettes.**	Body color: Trim color: